

SECRET

Approved For Release 2006/11/13 : CIA-RDP75-00399R000100040007-6

REPORTS INVENTORY						CONTROL NO.	
PREPARE IN DUPLICATE						DDP - 91	
1. TITLE OF REPORT (If a fill-in report include Form No.) CIRIS - RESOURCES DISTRIBUTION FOR THE CONSOLIDATED INTELLIGENCE RESOURCE INFORMATION SYSTEM					2. TYPE OF REPORT		
					<input checked="" type="checkbox"/> STATISTICAL <input type="checkbox"/> NARRATIVE <input type="checkbox"/> MACHINE-NAME LISTING		
3. FUNCTIONAL AREA		PERSONNEL		TRAINING		ADMIN. GENERAL	
		LOGISTICS		SECURITY		OTHER (specify)	
		MEDICAL		FINANCE		INTERAGENCY	
4. NO. OF COPIES PREPARED 15		5. FREQUENCY (weekly, monthly, quarterly, etc.)			6. DISTRIBUTION (No. of components not number of copies) 12		
7. FORMAT (memorandum, form computer print-out, etc) Form		8. ADP PROCESSING			9. DIRECTIVE AUTHORITY REQUIRING REPORT		
		<input type="checkbox"/> YES <input type="checkbox"/> NO			<input type="checkbox"/> 25X1		
10. PREPARING COMPONENT (include lowest level contributing information to report) All Operating Divisions & Staffs				11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.)			
12. COST FACTORS							
A. MANUAL PREPARATION AND REVIEW COSTS							
GRADE	HOURLY RATE	X	HOURS PER REPORT	=	COST PER REPORT	X	TIMES PREPARED = COST PER YEAR
B. COSTS OF COMPUTER PRODUCED REPORTS							
TOTAL COSTS PER YEAR						\$285.00	
13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.							
14. FUTURE GOALS							
GOAL PROPOSED BY COMPONENT FOR THIS REPORT						ESTIMATED SAVINGS	
<input checked="" type="checkbox"/>	RETAIN AS IS					MAN-HOURS	DOLLARS
<input type="checkbox"/>	CHANGE						
<input type="checkbox"/>	DISCONTINUE						
16. DATE OF INVENTORY October 1976		17. NAME AND TITLE OF PERSON FURNISHING INFORMATION					18. EXTENSION

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